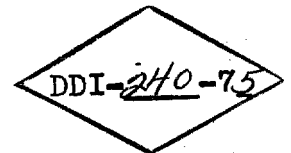


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27 JAN 1975



MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence ✓
Deputy Director for Operations
Deputy Director for Science & Technology
Administrative Officer, DCI

SUBJECT: Requirements for FY 1976 Congressional
Budget Preparation

REFERENCES: (1) Memo to each DD from Compt dated 23 Jan 75,
Same Subject

(2) Memo to each DD from DCI dated 23 Aug 74,
Subject: Financial Guidance

1. Allotments will be issued within the next several days to cover the October 1974 pay increase during FY 1975. Directorates are reminded that the restrictions imposed by the Director's Financial Guidance letter still apply. Funds allotted to cover the pay raise become a part of the personal services allotment and are subject to the same restrictions.

2. The 1975 column of the 1976 Congressional Budget must show the controlled amounts specified in the guidance letters adjusted to include the pay raise and any previously approved reprogramming which may have affected the restricted key programs. If you want to reprogram funds from other restricted programs before submitting the Congressional Budget, your recommendations should be submitted immediately to the Comptroller for review and, if necessary, approval of the Director.

3. Reprogramming of restricted items may also occur after the preparation of the Congressional Budget if recommendations for change are first submitted to the Comptroller in compliance with the financial guidance letters.

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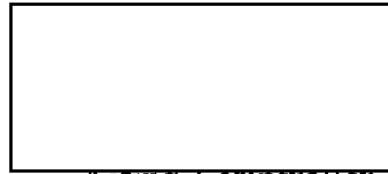
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4. The schedule for preparation of the FY 1976 Congressional Budget is:

15 February 1975	Offices input final revisions to OJCS.
17 February 1975	OJCS provides final budget data to Offices and Office of the Comptroller.
24 February 1975	Component and Directorate Congressional Budget submission to Office of the Comptroller in four copies.
10 March 1975	Budget sent to Congress

This schedule is subject to change should Congress request our submission earlier.

STAT



Acting Comptroller

cc: C/DDA Plans Staff
C/DDI Management Staff
C/Plans Staff, DDO
Comptroller, DDS&T

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